



DEFERRED COMPENSATION ADVISORY COMMITTEE

MINUTES

Thursday, August 28, 2008

For information about this meeting, contact the Deferred Compensation Program Office at (408) 975-1465 or email 457DefCompensation@sanjoseca.gov.

Chair Pascal Roubineau called the Deferred Compensation Advisory Committee meeting to order at 9:18 a.m. on Thursday, August 28, 2008, City Hall, Wing-118.

Roll Call

Pascal Roubineau, Chair	Employees' Representative
Peter Jensen, Vice Chair	City Manager's Representative
Donna Busse	Management Employees' Representative
Julia Cooper	City Manager's Representative
Trish Glassey	Employees' Representative
Conrad Taylor	Police Representative

Excused Absence

Mark Skeen	Firefighter Representative
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Also Present

Linda Bjorke	City Attorney's Office
Suzanne Hutchins	City Attorney's Office
Jeanne Groen	Human Resources, Deferred Compensation Secretary
Courtney Phommachack	Human Resources, Deferred Compensation Staff
Sue Bradford-Moore	Retiree
Gary Bozin	ING
Peter Belardinelli	ING
Tina Smith	Human Resources, Deferred Compensation Staff
Amy Moody	Human Resources, Deferred Compensation Staff
Bill Tugaw	Consultant, SST Benefit
Sue Bradford-Moore	Retiree
Brad Imamura	Public Works- Real Estate Division
Adora Gailo	Finance
Mike Ryder	Finance
Bruce DeMers	Retiree

9:18 – 9:50 A.M.

August 28, 2008

City Hall, Wing W118

APPROVAL OF MINUTES

1. **M.S.C.** (Cooper/Busse) to approve minutes for the April 24, 2008.
2. **M.S.C.** (Glassey/Taylor) to approve minutes for the June 26, 2008.
3. **M.S.C.** (Glassey/Jensen) to approve minutes for the July 24, 2008.



OLD BUSINESS

4. Verbal Update regarding Staffing

Jeanne Groen reported that the classification analysis has been completed and the request has gone to the Budget Office. The Budget Office has requested additional information, the information has been provided and approval is anticipated.

5. 1999-2005 Reconciliation Report and Update

Jeanne Groen stated the ICMA sent the information requested on Friday, August 22, 2008. She explained that staff is working on putting the information into the database. Once this is complete, the determination can be made as to whether we have the accurate data we need.

6. Verbal Update regarding ING's Stable Value Fund Manager RFP

Peter Belardinelli reported that there is no change from last month's report. They are now in the evaluating phase. They are evaluating 22 respondents.

NEW BUSINESS

7. Review, Discuss and Approve Proposed Revisions to Investment Policy and Procedures Statement

Member Cooper reported that the subcommittee met on August 7, 2008 to approve the subcommittee minutes. Unfortunately those minutes are not in the packet. Jeanne Groen explained that the Real Estate Funds were added. In addition the subcommittee discussed whether to restructure the investment policy to include the use of a three tier approach to communicate investment options to employees. The subcommittee consensus was that the investment policy was structured appropriately and the three tier approach should be used as a communication tool. Member Busse stated that at the last meeting the Committee wanted to see the subcommittee minutes before approving the policy. Chair Roubineau responded that his concerns were addressed at the last Committee meeting and he felt there was a sufficient discussion on the policy that action can be taken without reviewing the subcommittee minutes. Member Jensen and Gary Bozin were in agreement with using the three tier approach as a communication tool.

M.S.C. (Jensen/Conrad) to approve the revised Investment Policy and Procedures Statement.

8. Approve the Cancellation of the September 25, 2008, DCAC Meeting to Accommodate Workload Associated with the NAGDCA Conference

M.S.C. (Jensen/Busse) to cancel the September 25, 2008 meeting.

INFORMATIONAL ITEMS

9. Legislative Activities

Bill Tugaw reviewed the Legislative Activity Report. He reported that nothing has happened on HR 3185 and he doesn't think there will be any action on it this year. However, under "Regulatory Update-Fee Disclosures to Participants" he believes the proposed amendment to ERISA which expands information that must be provided to



participants in the private sector plans will be approved. Although it doesn't apply to public sector, Peter Belardinelli explained that it is good practice to follow the ERISA guidelines and they are keeping a close watch on it.

10. ING Service Logs for July 2008

Gary Bozin explained that going forward the information will be two months in arrears in order to meet the Sunshine Reform rules. He explained that they are reaching out to the Departments that are under the plan averages.

11. Deferred Compensation Loan Program Usage

Gary Bozin reported that the San Jose's loan rate is about 9%. He explained that Vanguard has reported their loan rate to be about 15% of their plans.

12. July 2008 Fund Performance Summary

Report filed.

13. Next Meeting: October 23, 2008, City Hall, Wing, W-118, 9:00 a.m.

PUBLIC COMMENTS

UNFORESEEABLE EMERGENCY WITHDRAWAL

14. None

ADJOURNMENT

M.S.C. Jensen/Glassey to adjourn the meeting at 9:50 a.m.

Pascal Roubineau, Chair
Deferred Compensation Committee

ATTEST:

Jeanne Groen, Staff
Deferred Compensation

NOTE: M.S.C. MEANS MOTION SECONDED AND CARRIED, UNLESS OTHERWISE INDICATED, MOTION PASSED UNANIMOUSLY.